

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROV. FY
QSS Group, Inc.	NAS5- 99124 TASK NO. 423	551-259-20-23-89	01

TASK TITLE: (NTE 80 characters; include Project name)

VCL Optical Engineering/Development

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)	DATE	ORG CODE	MAIL CODE	PHONE
Howard Herzog <i>Howard Herzog</i>	11/27/00	551	551	301-286-2085
BRANCH HEAD	DATE	CODE	PHONE	
Peter Maymon <i>Peter Maymon</i>	11/27/00	551	301-286-8937	
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)	DATE	CODE	PHONE	
<i>sic</i> Robert S. Lehair, Jr. <i>Robert S. Lehair, Jr.</i>	11/27/00	560	301-286-6588	
FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (If YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	CONTRACTING OFFICER'S QUALITY REP.		DESIGNATED FAM:	
<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	<i>sic for L. Moore</i> Larry Moore		Bob Calvo	

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)

C.O. Requested Quote on:

Date: NOV 28 2000

Contractor will develop specification or statement of work under this task for a future procurement.	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> N/A
Government Furnished Property/Facilities:	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES If yes: <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL
If partial, indicate onsite work in SOW by asterisk (*)		
Surveillance Plan Attached:	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Highlighted Contract Clauses:	(to be completed by Contracting Officer)	

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 11/28/00.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	<input checked="" type="checkbox"/> No. 1	<input type="checkbox"/> No. 2	<input type="checkbox"/> No. 3	<input type="checkbox"/> No. 4	<input type="checkbox"/> No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 138,417.

The target fee of this task order is \$ 755.

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 139,172.

The maximum fee is \$ 1,103.

The minimum fee is \$0.

AUTHORIZED SIGNATURE:

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

Theresa J. Becker
SIGNATURE OF CONTRACTING OFFICER

12/15/00
DATE

Theresa J. Becker
TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:

AUTHORIZED SIGNATURE

DATE

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REQUEST FOR TASK PLAN / TASK ORDER**CONTRACTOR****CONTRACT NO./TASK NO.**

QSS Group, Inc.

NAS5-

99124**TASK NO.****423****AMENDMENT**

Applicable paragraphs from contract Statement of Work:

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

The objectives of this effort are to support the Optics Branch's effort to assist the Vegetation Canopy Lidar (VCL) program, and to manufacture both flight and ground support optical and optomechanical hardware.

REQUIREMENTS:

The contractor shall provide services to the Optical Materials and Thin Films Group of the Optics Branch. The contractor shall participate with a team in the development of high-power laser systems. The contractor is responsible for:

- a) Verification and testing of VCL laser components and subsystems, using precision performance tests, according to written Work Instructions, VCL Doc. 471-TEST-2104.
Personnel shall work in a laboratory environment which will include cleanroom facilities.
- b) Revision of written work instructions, as problems and new understandings arise.
- c) The repair, renovation, and alignment of measurement and test systems, using the principles of geometric and physical optics, vacuum system engineering, and laboratory electronics.
Facilities include photon/radiation sources and detectors, high-vacuum equipment, electronics.

PERFORMANCE SPECIFICATIONS:

Reports and Documents: Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity. Reports shall be delivered to the ATR both as a hard copy and in MS Office compatible format via either diskette or email.

Technical Progress Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention. Report to include: (1) summary of monthly progress; (2) plans for next month; (3) problems; (4) issues; and (5) resolution of problems/issues.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

Tested and Verified set(s) of laser optics: according to Doc. 471-TEST-2104.

APPLICABLE DOCUMENTS:

Doc. 471-TEST-2104

TASK END DATE:

9/25/01

MILESTONES/DELIVERABLES AND DATES:

1. Technical Progress Report: monthly, 15th of the month
2. Set(s) of laser optics that have been tested and verified according to Doc. 471-TEST-2104.
Inspections shall be completed in accordance with the timeline established in the VCL program plan.
3. Completed and signed set of worksheets from Doc. 471-TEST-2104: due with Deliverable #2.
4. Final Rev of Doc. 471-TEST-2104 signed and approved by GSFC QMS, due January 15, 2001.

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of deliverables/milestones

Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Jeff Gum, Building 5, Room E78